

40-Minute Session Structure (Same for Every Session)

- **5 mins** – Warm-up conversation and revision from the previous class
 - **25 mins** – Topic-based discussion, role plays, and interview-style questions
 - **10 mins** – Detailed feedback
 - Grammar corrections
 - Vocabulary upgrades
 - Natural/native-like alternatives
 - Pronunciation corrections
 - Fluency and filler-word feedback
 - Homework (voice note or speaking task)
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20-Session English Fluency Curriculum for Job Interviews

Session 1 – Tell Me About Yourself

Conversation Focus

- Self-introduction
- Educational background
- Family (briefly)
- Career journey
- Personal interests

Interview Practice

- Tell me about yourself.
 - Walk me through your resume.
 - What makes you unique?
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Session 2 – Education & Academic Journey

Conversation Focus

- College life

- Favorite subjects
- Projects
- Skills learned

Interview Practice

- Tell me about your education.
 - Which project are you most proud of?
 - What did college teach you?
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Session 3 – Previous Work Experience

Conversation Focus

- Roles and responsibilities
- Daily routine
- Biggest achievements
- Challenges

Interview Practice

- Describe your previous job.
 - What was your biggest accomplishment?
 - Why did you leave?
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Session 4 – Strengths & Weaknesses

Conversation Focus

- Personality
- Habits
- Learning style
- Self-awareness

Interview Practice

- What are your strengths?
 - What is your biggest weakness?
 - How are you improving yourself?
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Session 5 – Goals & Career Plans

Conversation Focus

- Short-term goals
- Long-term goals
- Dream company
- Motivation

Interview Practice

- Where do you see yourself in five years?
 - What motivates you?
 - What are your career goals?
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Session 6 – Teamwork & Collaboration

Conversation Focus

- Working with others
- Handling disagreements
- Leadership
- Helping teammates

Interview Practice

- Describe a time you worked in a team.
 - Tell me about a conflict.
 - What role do you usually play?
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Session 7 – Problem Solving

Conversation Focus

- Difficult situations
- Decision making
- Creativity
- Critical thinking

Interview Practice

- Tell me about a difficult problem you solved.
 - Describe a challenging situation.
 - How do you make decisions?
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Session 8 – Time Management

Conversation Focus

- Planning
- Deadlines
- Priorities
- Productivity

Interview Practice

- How do you prioritize work?
 - Tell me about meeting deadlines.
 - Describe your work style.
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Session 9 – Communication Skills

Conversation Focus

- Speaking
- Listening
- Giving explanations
- Asking questions

Interview Practice

- Describe your communication style.
 - How do you explain complex ideas?
 - Tell me about a misunderstanding.
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Session 10 – Leadership

Conversation Focus

- Taking initiative
- Responsibility
- Influencing others
- Decision making

Interview Practice

- Tell me about a time you led a team.
 - Have you mentored anyone?
 - Describe a leadership experience.
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Session 11 – Handling Pressure

Conversation Focus

- Stress
- Deadlines
- Difficult clients
- Staying calm

Interview Practice

- How do you handle pressure?
 - Describe a stressful situation.
 - What keeps you motivated?
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Session 12 – Customer Service & Difficult People

Conversation Focus

- Patience
- Complaints
- Professionalism
- Empathy

Interview Practice

- Describe dealing with an angry customer.
 - How do you manage difficult people?
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Session 13 – Workplace Ethics

Conversation Focus

- Honesty
- Responsibility
- Professional behavior
- Confidentiality

Interview Practice

- Describe an ethical dilemma.
 - Would you report a mistake?
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Session 14 – Adaptability

Conversation Focus

- Learning new skills
- Change
- Technology
- Flexibility

Interview Practice

- Tell me about adapting to change.
 - Describe learning something quickly.
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Session 15 – Achievements & Success Stories

Conversation Focus

- Awards
- Recognition
- Personal milestones
- Success habits

Interview Practice

- What achievement are you proudest of?
- Tell me about a success story.

Session 16 – Failure & Learning

Conversation Focus

- Mistakes
- Lessons learned
- Growth mindset
- Resilience

Interview Practice

- Tell me about a failure.
 - What did you learn from it?
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Session 17 – Company Research

Conversation Focus

- Industries
- Company culture
- Job roles
- Expectations

Interview Practice

- Why do you want to work here?
 - What do you know about our company?
 - Why should we hire you?
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Session 18 – Behavioral Interview (STAR Method)

Conversation Focus

- Situation
- Task
- Action
- Result

Interview Practice

- Tell me about a challenge.
 - Describe a conflict.
 - Describe a success.
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Session 19 – HR Mock Interview

Conduct a complete HR interview covering:

- Introduction
- Strengths
- Weaknesses
- Goals
- Teamwork
- Challenges
- Salary expectations
- Questions for the interviewer

Provide detailed feedback after the mock interview.

Session 20 – Final Mock Interview

Conduct a realistic interview with minimal interruptions.

Afterward, provide a comprehensive review of:

- Fluency
- Grammar
- Vocabulary
- Pronunciation
- Confidence
- Body language (if video is used)
- Naturalness of responses
- Filler words
- Sentence variety
- Overall interview readiness

Conclude by highlighting the learner's strengths, identifying areas for improvement, and creating a personalized practice plan for continued progress beyond the course.